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Monday, July 7th		Week 1 Expectations
Katie 8:10am [1]	Name tags and shirts Time clock Club Walk Thru and introductions to staff Setup email, email signature and PT app Login to Ultipro, EQU and wifi PT compensation structure FTB bonus SOP Ramping schedule SOP Characteristics for Success Etiquette and expectations	Complete scavenger hunt: Set up schedule in PT App Spend as much time as possible in the club Meet your Mentor
Mike 10:11a	Floor Shift SOP Floor Shift Schedule and Coverage Floor Shift Expectations Opening & Closing Duties Special Events & Lead Gen EFIT Policies and Expectations	Manager Checklist: Complete I9 verification Make copies of certs, degree, CPR/AED Upload certs to Ultipro Add to email distribution list Create folder in club program folder in Shared Drive Send intro email to the staff
Mike 11a 12p	Personality Assessment	
Katie 12:30 1:30pm	Experience the Equifit Video: Simon Sinek, Start with the Why Video: The Elevator Pitch Video: Professionalism for Tier 1 Homework: Scavenger Hunt; Write your elevator pitch	
Tuesday, August 6th		
Katie 9:30am	FMS Theory & Execution	
Video 12:1pm	Intro to the Equifit	
Mike 2:30p	Understanding the Process	
Mike 3:45p	Breaking down the EQF- Use service & hospitality booklet	
Video	Metrics & Data	
Video	FMS Theory & Execution	
Homework	Schedule a time to do an EQF on Mentor for Day 4	
Wednesday, August 7th		
Katie 9:10am	Finding the X Factor	
Katie 10:11:30am	Selling/ Overcoming Objections in the Equifit	
12:1p	Floorshift Meeting in the Boxing Studio	
Mike 1:30 2:30p	Identifying Persona files	
Mike 3:45p	Group EQF Practice	
Thursday, August 8th		
Video	Presenting the CPT	
Katie 9:10am	Role Play Presenting the CPT	
Video	Presenting the Macro Cycle	
Katie 10:11am	Role Play Presenting the Macro Cycle	
Video	Closing the CPT	
Katie 11:12pm	Role Play Closing the CPT	
Mentor	EQF Practice	
Friday, August 9th		
Mike 10:30 11:30a	What are you projecting?	
Mike 10:30 11:30a	Floor shift walk through and expectations	
Video	Owning the Rubber	
Mike	EQF Test Out- schedule beforehand	
Homework	Program for FM CPT	
Monday, August 14th		
Katie 8am 12pm	EQF Test Out	
Video	Intro to Program Design 1	
Video	Intro to Program Design 2	
Tier X	Group Workout- TBD	
Video	Intro to Program Design 3	
Video	Intro to Program Design 4	
Homework	Program for PTM CPT	
Tuesday, August 15th		
Mike 2hrs	Programming Practice	
Katie 2:30 4:30pm	Better Business Practices/ Understanding Your Business Metrics	
Video	Intro to the EQX Programming Template	

Tuesday, May 9th		Week 1 Expectations
8-9:30am with Katie [1]	Name tags and shirts	Complete scavenger hunt
	Time clock	Set up schedule in PT App
	Club Walk Thru and introductions to staff	Spend as much time as possible in the club
	Setup email, email signature and PT app	
	Login to Ultipro, EQU and wifi	
	Etiquette and expectations	Manager Checklist
	PT compensation structure	Complete I9 verification
	Payout for sessions, EQF, CPT, guided workouts, meetings, floor shift, efti webinars, efti classes	Make copies of certs, degree, CPR/AED
	Ramping schedule SOP	Upload certs to Ultipro
	FTB bonus SOP	Add to email distribution list
		Create folder in club program folder in Shared Drive
10-11a w/Mike	Floor Shift SOP	Send intro email to the staff
	Floor Shift Schedule and Coverage	
	Floor Shift Expectations	
	Opening & Closing Duties	
	Special Events & Lead Gen	
	EFTI Policies and Expectations	
1pm - 1:15 pm	Intro at Managers Meeting in the Yoga Studio	
	EQU videos to be watched by end of day: Service & Hospitality, Professionalism for Tier1 and Owning the Rubber	
	Homework: Scavenger hunt due by EOD Friday, 4/8	
Tuesday, April 4th		
9:30-10:30am	Equifit with Katie	
10:30-11:30am	Understanding the Equinox Member with Katie	
11:30-12pm	Review Day 1 videos with Mike	
	EQU videos to be watched by end of day: Intro to the Equifit	
Wednesday, April 5th		
9:30-10:30am	Equifit with Mike	
3pm-4pm	PT FORUM	
	EQU videos to be watched by end of day: Learning the Equifit, FMS Theory and FMS Execution	
Thursday, April 6th		
9:30-10:30am	Breaking down the EQF with Mike	
11am-12pm	FMS Theory	
12pm-1pm	FMS Execution	
	EQU videos to be watched by end of day: Equifit Execution and The Elevator Pitch	
	Homework: Write your own elevator Pitch	
Friday, April 7th		
9-10am	Equifit/ FMS practice with Mike	
	EQU videos to be watched by end of day: Metrics & Data and Overcoming Objections	
	Homework: Read the Equisstretch Manual	
Monday, April 10th		
11am-12:30pm	Overcoming Objections with Katie	Week 2 Expectations
10-11am	EQF/FMS Practice w/Mike	Practice FMS Execution
	EQU videos to be watched by end of day: Intro to Equinox Program Design 1 & 2	Perform minimum of 3 EQFs with senior trainers
Tuesday, April 11th		
2-3pm	EQF/FMS Practice	Work 1 floor shift with a manager
11:30-12:30pm	Floor Shift Walk Through with Mike	Meet with Mentor
	EQU videos to be watched by end of day: Intro to Equinox Program Design 3 & 4 and Program Design Concepts	
Wednesday, April 12th		
9-10am	Test out of Equifit with Mike, schedule training session with Mike	Manager Checklist
12-1pm	Floor Shift Meeting in Yoga Studio	Assign a mentor and meet to discuss
	EQU videos to be watched by end of day: Intro to Equinox Design Template	
Thursday, April 13th		
11am-12:30pm	Test out of Equifit with Katie, schedule training session with Katie	Week 3 Expectations
	Homework: Program a comp session for Mike	Week 1 meeting with mentor
		Business Meeting with PTM
Friday, April 14th		
		- set April Action Plan
	Work a floor shift with co-worker	Program Design Meeting with FM
	Add to Floor Shift Schedule	

	Homework: Program a comp session for Katie	- programming practice				
	Monday, April 17th	Start on Floor Shift				
11am-12:30pm	Meet with Katie to discuss business					